# 17  PBAM Flight Operations

## 17.1  PBAM Flight Operations Overview

The information you enter on the three (3) PBAM Flight Operations screens is used by the system to generate an overall risk assessment rating that is displayed on screen 3. You will be required to enter the contractor's Commercial and Government Entity (CAGE) Code on screen 1 (Figure 17-1) and your PAST and FUTURE ratings for the listed items. Your computer will then perform the necessary calculations to derive the overall rating.

You should refer to the *DCMC Risk Assessment Flight Operations PT Guidebook* for a detailed description of how to determine the rating for each item. This function was modified for the DIRAMS Version 5 release.



*Figure 17-1 PBAM Flight Operations Screen 1*

### 17.1.1    To Add or Create New Record

1. To add (insert) a new record, click the **Insert** icon on the tool bar or select **File: New** from the menu bar. The system prepares the screen for you to enter the requested information.

2. Enter the requested information, then save your work.

Insert
Icon

### 17.1.2    To Move to the Next Screen

After you enter the information requested on screen 1, click the **Next Page** icon on the tool bar or select **Edit: Next Page** from the menu bar to open screen 2.

Next Page
Icon

### 17.1.3    To Move to the Previous Screen

You can return to a previous screen by clicking the **Previous Page** icon on the tool bar or selecting **Edit: Previous Page** from the menu bar.

Previous
Page Icon

### 17.1.4    To Add Multiple New Records

If you have to enter multiple new records, enter one record. Then save the current record by clicking the **Save** icon on the tool bar or selecting **File: Save** from the menu bar. Then to clear the screens for your next new record, either click the **Cancel** icon or select **File: Cancel**.
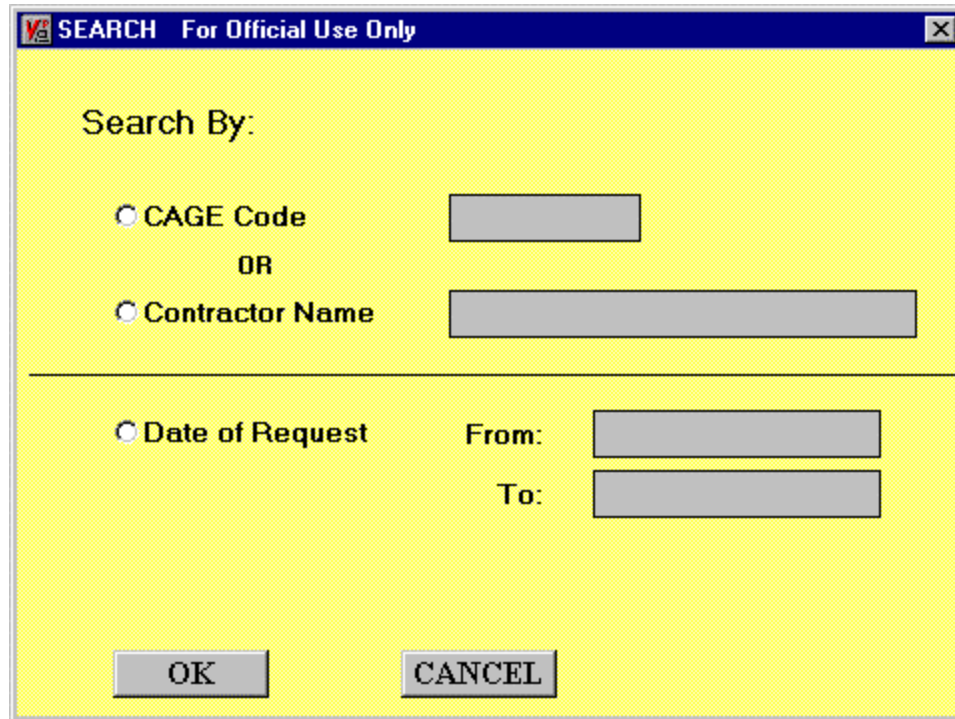
Cancel
Icon

<div align="center">or</div>

Click on the **Insert** icon on the tool bar or select **File: New** from the menu bar. A message box appears informing you that unsaved changes exist, and asking you if you want to save them. Click **Yes** to save. If you click **Yes**, a message informs you of a successful save. Click **OK** to close this message. The system prepares the screen for another entry. (Or click **No** on the unsaved changes message box if you do not want to save. Or click **Cancel** to return to the current record instead of inserting a new one.)

### 17.1.5 To View or Edit Existing Record



Search Icon

1. Click the **Search** icon on the tool bar or select **File: Open** from the menu bar. When you do, a Search window (Figure 17-2) appears. You can search for a particular **CAGE Code**, **Contractor Name** or **Date of Request**. You can also search for a particular **CAGE Code** *and* **Date of Request** *OR* for a particular **Contractor Name** *and* **Date of Request**.



*Figure 17-2 PBAM Flight Operations Search Pop-Up Window*

- To specify a **CAGE Code**:

    A. Click on the circle in front of **CAGE Code**. The cursor appears in the **CAGE Code** data box.

    B. Type in the desired **CAGE Code**.

- To specify a **Contractor Name**:

    A. Click on the circle in front of **Contractor Name**.

    B. Type in the desired **Contractor Name**.

**Note:** To search for a contractor's name, you must type in at least the first three letters of the name. Typing more of the name than the first three letters narrows down the search.

- To specify a **Date of Request**:

  A. Click on the circle in front of **Date of Request**. The cursor appears in the **From** data box.

  B. Type in a beginning date (MMDDYY, MM/DD/YY or DD-MON-YYYY format) that includes the request date for the record you want to find, then press **Tab** or **Enter**. The cursor moves to the **To** data box.

  C. Type in an ending date (MMDDYY, MM/DD/YY or DD-MON-YYYY format) that includes the request date for the record you want to find. (For example, if you know that the request was made during the week that included May 22, 1996, type 052096 in the From data box. Next type 052496 in the To data box. *Note: If you know that it was requested on May 22, 1996, type in 052296 in both the From and To data boxes.*)

2. Press **Tab** or **Enter**. The application searches for matching records. Matching records are displayed on the Search Results window (Figure 17-3).
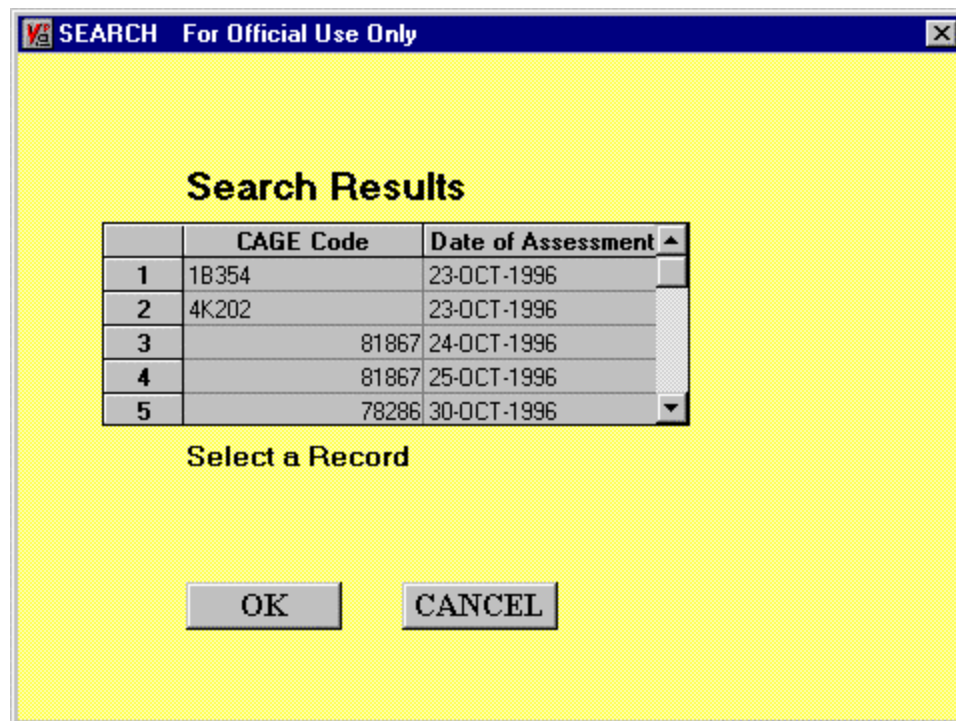


*Figure 17-3 PBAM Flight Operations Search Results Pop-Up Window*

3. Select (click on) the one you want.

4. Click **OK**. Information associated with the record you selected is displayed on the PBAM Flight Operations screens.

<div align="center">or</div>

Click **Cancel** to close the Search Results window.

**Note:** If no record is found matching the information you entered, a pop-up window appears (Figure 17-4). Click **OK** to close the window. You can then choose to search for a record again, add a record, go to another Metrics function or exit the Metrics application.
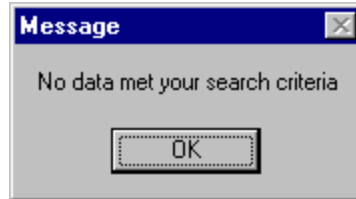


*Figure 17-4 No Data Found Pop-Up Message*

## *17.2 PBAM Flight Operations Screen 1 of 3*

PBAM Flight Operations screen 1 (Figure 17-5) is for entering the contractor's Commercial and Government Entity (CAGE) Code and your ratings (PAST and FUTURE) for various Safety and Ground Operations items. Each item is weighted as shown by the number in parentheses after each item's name. This weight and the rating values you enter are used for subsequent calculations performed and displayed by your computer. On screen 1 you enter only the Commercial and Government Entity (CAGE) Code and two ratings (PAST and FUTURE) for each listed item.

When the PBAM Flight Operations screen 1 opens, you can either insert a new record (Section 17.1.1) or search for an existing one to open (Section 17.1.5). The delete procedure is explained in Chapter 6.



*Figure 17-5 PBAM Flight Operations Screen 1 Fields*

*Note: Numbers in data boxes indicate corresponding section numbers.*

### 17.2.1 Fields for PBAM Flight Operations Screen 1 of 3

#### 17.2.1.1 *District*

This protected data box is for the SDW/SICM code (2-5 alphanumeric characters) that identifies the Defense Contract Management Command (DCMC) District. It is automatically populated after you enter the **CAGE** Code (17.2.1.5).

#### 17.2.1.2 *CAO*

This protected data box is for the SDW/SICM code (2-5 alphanumeric characters) that identifies the Contract Administration Office (CAO). It is automatically populated after you enter the **CAGE** Code (17.2.1.5).

#### 17.2.1.3 *CAO Name*

This is for the Contract Administration Office (CAO) name (up to 30 alphanumeric characters). It is automatically populated with the name associated with the **CAO** (17.2.1.2) after you enter the **CAGE** Code (17.2.1.5).

#### 17.2.1.4 *Date*

This is for the date of assessment for existing records. It is automatically populated with the system date for new entries after you enter the **CAGE** Code (17.2.1.5).

#### 17.2.1.5 *CAGE*

Enter the 5-character (alphanumeric) Commercial and Government Entity (CAGE) Code that identifies the contractor/location. The code you enter is validated against SDW/SICM. If the code you enter is valid, the CAO-CAGE Selection window appears as explained in Section 10.2.8. This is a required data field.

#### 17.2.1.6 *Contractor*

This box is automatically populated with the contractor's name (up to 30 alphanumeric characters) that corresponds to the Commercial and Government Entity (**CAGE**) code (17.2.1.5).

#### 17.2.1.7 *Address*

This box is automatically populated with the contractor's address (up to 40 alphanumeric characters) that corresponds to the Commercial and Government Entity (**CAGE**) code (17.2.1.5).

#### 17.2.1.8 *PAST and FUTURE (First Row)*

Enter your rating (1, 2 or 3) for each item as explained in the *DCMC Risk Assessment Flight Operations PT Guidebook*. These are required data fields.

**Note:** Zero (0) is an allowable entry if information is not available.

#### 17.2.1.9 *PAST and FUTURE (Second Row)*

The system generates the values displayed here.

### 17.2.1.10  WEIGHT (First Box)

The system generates the values displayed here.

### 17.2.1.11  WEIGHT (Second Box)

The system displays each corresponding item's weighting factor.

### 17.2.1.12  SUBTOTAL

The system generates the values displayed here.

## 17.3    PBAM Flight Operations Screen 2 of 3

PBAM Flight Operations screen 2 (Figure 17-6) is for entering your ratings (PAST and FUTURE) for various Facility and Flight Operations items. Each item is weighted as shown by the number in parentheses after each item's name. This weight and the rating value you enter are used for subsequent calculations performed and displayed by your computer. On screen 2 you enter only the two ratings (PAST and FUTURE) for each listed item.



*Figure 17-6 PBAM Flight Operations Screen 2 Fields*
*Note: Numbers in data boxes indicate corresponding section numbers.*

### 17.3.1    Fields for PBAM Flight Operations Screen 2 of 3

#### 17.3.1.1    PAST and FUTURE (First Row)

Enter your rating (1, 2 or 3) for each item as explained in the *DCMC Risk Assessment Flight Operations PT Guidebook*. These are required data fields.

**Note:** Zero (0) is an allowable entry if information is not available.

### 17.3.1.2    PAST and FUTURE (Second Row)

The system generates the values displayed here.

### 17.3.1.3    WEIGHT (First Box)

The system generates the values displayed here.

### 17.3.1.4    WEIGHT (Second Box)

The system displays each corresponding item's weighting factor.

### 17.3.1.5    SUBTOTAL

The system generates the values displayed here.

## 17.4    PBAM Flight Operations Screen 3 of 3

PBAM Flight Operations screen 3 (Figure 17-7) is for entering your ratings (PAST and FUTURE) for various Flight Operations and Miscellaneous items. Each item is weighted as shown by the number in parentheses after each item's name. This weight and the rating value you enter are used for subsequent calculations performed and displayed by your computer. On screen 3 you enter only the two ratings (PAST and FUTURE) for each listed item. This screen also displays the system-generated Overall Rating.



*Figure 17-7 PBAM Flight Operations Screen 3 Fields*

*Note: Numbers in data boxes indicate corresponding section numbers.*

### 17.4.1    Fields for PBAM Flight Operations Screen 3 of 3

#### 17.4.1.1    PAST and FUTURE (First Row)

Enter your rating (1, 2 or 3) for each item as explained in the *DCMC Risk Assessment Flight Operations PT Guidebook*. These are required data fields.

**Note:** Zero (0) is an allowable entry if information is not available.

### 17.4.1.2    PAST and FUTURE (Second Row)

The system generates the values displayed here.

### 17.4.1.3    WEIGHT (First Box)

The system generates the values displayed here.

### 17.4.1.4    WEIGHT (Second Box)

The system displays each corresponding item's weighting factor.

### 17.4.1.5    SUBTOTAL

The system generates the values displayed here.

### 17.4.1.6    TOTAL

The system generates the value displayed here.

### 17.4.1.7    Unlabeled

The system generates the value displayed here.

### 17.4.1.8    DIVIDE

The system generates the value displayed here.

### 17.4.1.9    0VERALL RATING

The system generates the value displayed here.